



**ADDENDUM  
PURCHASING OFFICE  
CITY OF AUSTIN, TEXAS**

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**Solicitation: RFP 1100 EAL3010    Addendum No: 1    Date of Addendum: January 13, 2020**

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This addendum is to incorporate the following changes to the above referenced solicitation:

**I.    Questions:**

- I.1    Can you provide the contact information for the SMBR representative for this RFP?**  
The SMBR representative is Rachelle Delouis who can be reached directly at [Rachelle.Delouis@austintexas.gov](mailto:Rachelle.Delouis@austintexas.gov), 512-974-1295.
- I.2    Do you plan to share the Austin Energy Safety Manual?**  
The Austin Energy Safety Manual will not be provided as an Exhibit for this RFP but will be provided to the awarded Contractor after contract execution.
- I.3    Do all employees need to wear fire retardant clothing?**  
Per Section 0400, 17.0 if work is being performed on or near energized equipment, or within an Austin Energy substation, a minimum Arc Thermal Protection Value (ATPV) or 12 calories per square centimeter would need to be worn.
- I.4    There are two work zones listed in Section 0500, 5, D, iii. for North and South. Will there be multiple awards given for the pre-planning services?**  
No, this RFP will be a single award.
- I.5    Section 0500, 2.-Purpose states that “the City will not consider the Contractor or any companies with a financial relationship to the Contractor, for award of vegetation management contracts on the Austin Energy Distribution electrical facilities”. Does this include the Street Light contract?**  
The pre-planner and any subcontractors awarded from this RFP will not be considered for the future planned solicitations for Vegetation Management Distribution Energized Line Clearance contract or the Distribution Line Clearance Street Light and Night Watchman contract. There is no conflict of interest for the future planned solicitations for Transmission, Tree Growth Regulator, or Tree Planting contracts.
- I.6    When do the weekly planning meetings occur (Section 0500, 5, F)?**  
The Contractor shall meet with Austin Energy on a weekly basis which currently occur on Thursdays.
- I.7    When do you anticipate the solicitation for the Distribution Line Clearance Street Light and Night Watchman to advertise?**  
February would be the anticipated date for the solicitation.

- I.8 **Do you have firm requirements for the makeup of labor classifications?**  
No. Section 0500, 5, H, xi. provides minimum staff requirements and Exhibit E- Employee Rate Form provides estimated annual hours by title which can help the Offeror determine proposed staff for this Scope of Work. The quantities are estimates.
- I.9 **Per Section 0400, 13- Workforce Security Clearance and Identification, a background check shall be obtained at least 30 days prior to any onsite work commencement but in the Scope of Work (Section 0500, 5, H, xi, a) there is an initial ramp up period to have staff in place within 30 days.**  
The 30 days is a guideline. No Contractor employee can begin work without a background check.
- I.10 **Under required Materials and Equipment, The Scope of Work requires Contractors to have a minimum of one 4x4 x-cab pickup truck. Is that full size or can it be smaller?**  
There is not a requirement of the length of the cab. The truck shall be sufficient to perform the services required under the Scope of Work.
- I.11 **What work is a pre-planner doing that requires cleanup of a work site (Section 0500, 5, H, xii, i, 6)?**  
The tools (rake, broom, shovel, blower) are required for possible rut repair or assisting with debris cleanup if necessary. The tools (fire rake, fire tank bag with pump) are required to prevent the spread of wildfire.
- I.12 **When do you anticipate a recommendation for award and Council approval?**  
The dates are contingent on various processes but the anticipated recommendation for award would be in April and Council approval in June.
- I.13 **Section 0400, 8, B. states that the Contractor agrees to accept payment by credit card for these services. Does Austin Energy plan to make payment by credit card?**  
Payment by credit card is standard language in our City Terms and Conditions but Austin Energy does not anticipate giving payment by credit card for these services.

**II. Clarification:**

- II.1 Replace solicitation pack to include 0100, 0200, and 0300 that were formerly incorporated by reference.

**III. Additional Information:**

- III.1 The attendance log from the Pre-Proposal Meeting held on January 7, 2020 is attached.
- III.2 Section 0500, 5, H, xii, i, 6. has been updated to add fire prevention tools:  
Any tools necessary to clean up the work site (ie – rake, broom, leaf blower, etc.) or aid in fire prevention (ie – fire rake, fire tank bag with pump/5 gallon recommended)

**IV. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

ACKNOWLEDGED BY:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICIATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.**